

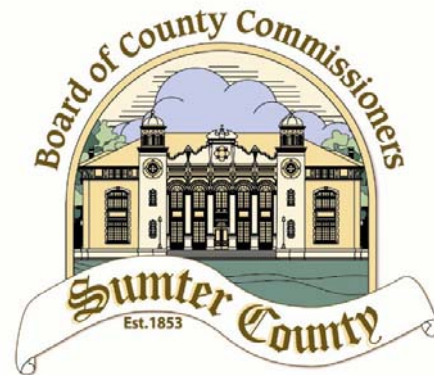
Board of County Commissioners

Division of Planning & Development

Development Review

910 N. Main Street, Suite 301 • Bushnell, FL 33513 • Phone (352) 793-0270 x2477

FAX: (352) 793-0274 • SunCom: 665-6622 • Website: <http://sumtercountyfl.gov/plandevelop>



Application Requirements for Site Permit – Engineering Plan

Applications for this permit shall include, but are not necessarily limited to the following

A.3.1.3. Engineering plan. The following materials shall be submitted for engineering plan approval.

- (1) Plan preparation.
 - a. Who may prepare plan. The plan for a development with public or private or non-publicly dedicated site improvements such as roads, drainage or central water or sewer must be prepared and sealed by a Florida registered engineer or other professional as required by state law.
 - b. Plan type and size. Plans shall be light background prints or sets of prints twenty-four (24) inches by thirty-six (36) inches. If necessary, more than one sheet may be used provided a key map is shown to relate each sheet to the entire development. Plans shall be oriented with north to the top or left edge of the sheet.
 - c. The number of plans or sets of plans submitted shall be as follows:
 1. Four (4) plans shall be submitted at time of application.
- (2) Contents of plan.
 - a. Project identification. A title block shall be placed in the lower right corner or along the right border of each sheet and should provide the following information:
 1. Proposed development name. The name is to be preceded by the words "Engineering Plan of". A subdivision name shall be the one approved on the preliminary plan.
 2. Property location. The section, township and range in which the property is located shall be given.
 3. Identification of persons involved. The name and address of the property owner, developer and engineer shall be given.
 4. Dates. A space shall be provided for the date and remarks of plan preparation

Roberta Rogers, Director
Planning and Development
(352) 793-0270

Aimee Webb
Development Review Coordinator
(352) 793-0270, ext. 2477

Bradley S. Arnold, County Administrator
(352) 793-0200
209 North Florida Street
Bushnell, FL 33513

Richard "Dick" Hoffman, Dist 1
(352) 753-1592 or 793-0200
209 North Florida Street
Bushnell, FL 33513

Joey A. Chandler, Chairman
Dist 2, (352) 748-5005
6255 CR 429
Lake Panasoffkee, FL 33538

Michael E. Francis, Dist 3
(352) 753-1592 or 793-0200
209 North Florida Street
Bushnell, FL 33513

Jim Roberts, Vice Chairman
Dist 4, (352) 793-4776
209 North Florida Street, Suite 3
Bushnell, FL 33513-6146

Randy Mask, Dist 5
Office: (352) 793-0200
Home: (352) 793-3930
209 North Florida Street
Bushnell, FL 33513

and subsequent plan revisions.

5. Street Address. Any street address assigned to the property shall be given.
 - b. Scale, north arrow, legend and notes. Scale of drawing and north arrow shall be provided on each sheet, where appropriate. The plan shall also contain a legend for abbreviations and symbols used in the drawing and notes where needed for clarification.
 - c. Finish grading and drainage plans. Finish grading and drainage plans for the developed property, including parking areas and other improved surfaces, overlaid on the approved conceptual or preliminary plan. Include the following:
 1. Proposed channels, flow direction and rate, and volume of stormwater that will be conveyed from the site, with a comparison to natural or existing conditions.
 2. Detention and retention areas (including plans for discharge of contained waters), provide detailed dimensioned views for water detention or retention areas and drainage structures. Include details of side slopes, depths, and water surface elevations or hydrographs and drainage calculations.
 - d. Street plan and profile. The plan and profile of each proposed street, including finished grades and existing ground profiles, shall be shown at a suggested scale of:
 1. Horizontal 1" = 100' and Vertical 1" = 10', or
 2. Horizontal 1" = 50' and Vertical 1" = 5', or
 3. Horizontal 1" = 50' and Vertical 1" = 5', or
 - e. Street typical section. Detailed typical sections of proposed streets and other improved surfaces at a suitable vertical and horizontal scale, showing the right-of-way width and the width, depth, material and design criteria for pavement, base, subgrade, shoulders, swales, curbs, sidewalks, etc. Include location of water supply, sanitary sewer and other proposed utilities.
 - f. Water supply, sanitary sewer. Plan and profiles of proposed water distribution systems, sanitary sewers collection systems, storm sewers and other drainage systems at an appropriate scale. All items to be installed in the above systems shall be sufficiently detailed or specified to indicate conformance with this Code and other applicable regulations. The County Engineer, at his discretion, may permit the proposed utility systems to be shown on the grading and drainage plan with all required elevations indicated.
 - g. Landscaping. Detailed location, name and size of plants, shrubs and trees used to meet landscaping and buffering requirements. Locate, dimension and provide construction materials for walkways, fences, and other man-made landscape features.
 - h. Tree protection. The plan shall indicate those protected trees that are to be preserved, removed, or replaced by location, species and "dbh" size.
 - i. Historic resources and species of environmental concern.
 - j. Phase development. Proposed unit division, stage or phase development shall be indicated on the plan with pertinent signing and remarks.
- (b) *Supporting materials.* In addition to the information required on the engineering plan, a written

discussion and description of the overall development plan with sufficient preliminary data to enable determination of compliance with appropriate sections of this chapter shall be submitted, either on the plan or as separate documents. This shall address, but is not necessarily limited to, the following:

- (1) Two (2) copies of permit applications and materials submitted to federal or state agencies having jurisdiction over project.
- (2) Copies of all construction permits from other agencies having jurisdiction over project, i.e. driveway connections, stormwater management, utilities, dredge/fill, etc.
- (3) A listing of any substantial differences between the approved conceptual or preliminary plan and the engineering plan and any requests for variances from the Code or previously approved plans.
- (4) A performance guarantee, acceptable to the board for one hundred twenty-five (125) percent of the cost of any improvements to be constructed within county road right-of-ways or easements. This requirement not applicable to government and quasi-government entities.
- (5) An application form containing the following information furnished by the applicant shall be submitted for engineering plan approval:
 - a. Name, address and telephone number of property owner of record.
 - b. Name, address and telephone number of record property owner's agent or representative, if any.
 - c. Name, address and telephone number of project engineer and surveyor.
 - d. Legal description of parcel for which approval is requested, and the land area.
 - e. Present zoning of property for which the site permit is requested.
 - f. Signature of applicant.
- (6) Application Fee
 - a. An application fee, in the amount established by Sumter County, shall be submitted.

(c) Review and Approval Procedure

- (1) The engineering plan may be submitted any time after submission of the preliminary plan. If submitted prior to approval of the preliminary plan, it may be necessary for the applicant to revise and resubmit the engineering plan to be consistent with the approved preliminary plan at his own expense.
- (2) The engineering plan shall be submitted to the Director of Planning and Development at least two (2) weeks prior to the regularly scheduled DRC meeting. The DRC shall approve or disapprove the engineering plan. If waivers are necessary, the approved engineering plan and waivers shall be forwarded with recommendations to the Board of County Commissioners for approval.

(d) Certification of Completion and Acceptance of Construction

- (1) Upon completion of improvements, the developer shall submit a letter from the project engineer certifying that the improvements have been completed in substantial compliance with the approved plans. Upon receipt of such letter and the record drawings (below), the County shall inspect such improvements for compliance with the approved engineering plan.
 - (2) All test reports confirming compliance with the project specifications shall be furnished to the County as early as possible, but no later than at the time of the final inspection. If the completed construction is found to be in substantial compliance with the approved engineering plan, the County shall issue a letter of acceptance and release any building Certificates of Occupancy as appropriate.
- (e) *As-Builts/ Record Drawings*
- (1) Two (2) copies of record drawings shall be submitted to the County concurrently with the submission of the project engineer's certification of completion. Record drawings shall include the same type of information as the engineering plan and be revised to include changes made during construction.
 - (2) Within ninety (90) days of the final inspection and approval of improvements to be perpetually maintained by the County, the project engineer shall submit two (2) copies of as-built drawings to the County. Such drawings shall include the same type of information as was presented for the proposed construction on the engineering plan.

FEES:

With central water/sewer = \$1500.00

Without central water/sewer = \$1000.00